STATEMENT OF WORK (S0W) FOR FY-02

DATE: 17 APRIL 2001

NUMBER: SOW-02-833-4-00000A-3/2

TOW PEI SCREENING PROGRAM

MWSLIN 201S

GENERIC SCREENING TAMCN: E0001

GENERIC IDN: 00000A

GENERIC PEI SCREENING PGM NSN: 0002-00-000-0002

REPAIR FACILITY: METROLOGY, MAINTENANCE CENTER, BARSTOW, CA.

TAMCN E0001 COVERS 4TH ECHELON REPAIR TO FOLLOWING <u>TOW</u> TAMCNS AND TOW SUPPORT EQUIPMENT:

E0935 (TOW)

E0330 (TOW NVS)

E0325

E0010

E1022

E1904

E1909

E1911

E1912

E1947

E2191

E2208

E3236

POC: ROBERT L. WALTHALL, WSM

CODE 833-4 X6594/6744 United States Marine Corps Life Cycle Management Center Marine Corps Logistics Bases Albany, Georgia 31704-1128

> 4400 Code 833-4(X6594) 17 APR 2001

MEMORANDUM

From: Head, Ordnance/Tank Branch

To: Head, Engineering Data Management Branch (Code 851)

Subj: FY-02 PEI SCREENING PROGRAM REQUIREMENTS FOR TUBE LAUNCHED,

OPTICALLY TRACKED, WIRE GUIDED WEAPON SYSTEM (TOW)

Encl: (1) TOW Screening Report Format

- (2) Performance Requirements (General)
- (3) Performance Requirements (MARCORLOGBASES, Albany)
- (4) Performance Requirements (Maintenance Center (MC), Barstow)
- (5) FY 02 Cost Estimation Data
- (6) Annual TOW Screening Programs Performance Report (Example)
- (7) Recurring Demand Items (RDI's) (PEI's)
- (8) Reports and Report Codes
- (9) Packaging Data
- 1. The Army is the Primary Inventory Control Activity for the TOW Weapon System. Depot level maintenance is provided by the Army via a Depot Maintenance Interservice Support Agreement (DMISA) for all Principal End Items (PEI's) except Table of Authorized Materiel Control Numbers (TAMCN's) E1912 and E3236. The Maintenance Center (MC) Barstow has the Depot on these. Secondary Depot Reparable Items (SDR's) are assigned Nonconsumable Item Materiel Support Code (NIMSC) "2", with the agreement that the Army retain depot level repair.
- 2. The TOW Screening Program was developed to improve readiness, provide faster turnaround of repaired assets and to reduce costs. The program has proven effective and provides much improved service to Maritime Prepositioning Ships (MPS), Fleet Marine Forces (FMF) and special projects customers.

Subj: FY-02 PEI SCREENING PROGRAM REQUIREMENTS FOR TUBE LAUNCHED, OPTICALLY TRACKED, WIRE GUIDED WEAPON SYSTEM (TOW)

- 3. As the program evolves, requirements must be refined and redefined to meet current needs. To this end, enclosures (1) through (4) are provided as the basic requirements under which the program will operate during the current fiscal year and until this document is revised.
- 4. The TOW screening program is funded annually as separate lines (PEI'S/SDRS) on the Master Work Schedule (MWS) based on cost estimation data submitted by Maintenance Center (MC), Barstow. (See enclosure (5).) Enclosure (6) is updated annually in the November/December time frame. The screening program has already expanded to include other Weapon Systems. Long range goals include expansion to an even wider range of Weapon Systems.
- 5. Enclosure (7) is a list of items whose demands are consistent and where backorders continue to exceed available serviceable assets. Accordingly, these items are identified herein as "Recurring Demand Items" (RDI's). The goal of establishing RDI's is to integrate, on a gradual basis, specific production output requirements into the screening process production line to the degree that output eventually eliminates back orders over ten days old, (minimize back order production and maximize RDI production). Enclosure (8) is a listing of Reports and Report Codes. Enclosure (9) provides packaging milstandards/data.
- 6. Point of contact is Bob Walthall, DSN 567-6594/6744, Commercial (229) 639-6594, facsimile (FAX) DSN 567-6031, Commercial (229) 639-6031.

M. E. BROWN

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TOW SCREENING PROGRAM PERFORMANCE REQUIREMENTS

GENERAL:

- 1. The Program Pricing Policy for repair costs will be; (a) labor hours will be calculated and recorded against each item processed based on current labor hour rates; and (b) materiel costs will be stratified over the dollar value (Standard Unit Price) of each item processed to include "lot-quantity" materiels. This pricing policy must allow determination of funds balances based on monthly TOW Screening Program Reports and must equal the total funded for a fiscal year upon completion of the last in-process item for that fiscal year.
- 2. General Priority policy

NOTE

Requirements for the Screening Program priorities are determined by using the weekly Backorder List or as directed on an exception basis. The Backorder List is a listing of Marine Corps wide customer requirements. It is provided by Albany as a tool for scheduling assets into the screening process. Recurring Demand Items (RDI's) are routine ongoing items worked concurrently with all priorities. Highest priorities are worked first in the following sequence:

- a. First priority, Maritime Prepositioning Ships (MPS) requirements;
- b. Second priority, Fleet Marine Forces (FMF) requirements (active, Reserves), and Schools;
- c. Third priority, Enhanced Equipment Allowance Pool (EEAP) requirements;
- d. Fourth priority, Posts, Camps and Stations.
- e. Special projects and/or hot requirements may be inserted into or in between any of the above as determined by the situation. The Inventory Manager (IM) will notify Maintenance Center, (MC) Barstow, and Fleet Support Center (FSC) in writing (E-mail/facsimile (FAX)) with a copy to the Weapon System Manager (WSM). The IM will follow up by phone to ensure documentation has been received.

- 3. Repair of non-depot reparables (consumable items) will only be conducted when the item is a component of an inducted nonconsumable item or when expressly authorized by the WSM.
- 4. The use of Screening Program funds for any special project/purpose is prohibited without written authority of the WSM or higher authority.
- 5. This "program performance requirements" document is considered a formal "Statement of Work" (SOW) wherein general guidelines for work performance are set forth and concurred with prior to publication/implementation. Since this program is continuously evolving, this document will be reviewed and adjusted to current requirements on an annual basis upon completion of the annual performance report.

TOW PEI SCREENING PROGRAM PERFORMANCE REQUIREMENTS

Marine Corps Logistics Bases (MCLB) ALBANY:

- 1. Fund the program annually via PEI line on the Master Work Schedule (MWS), in accordance with cost estimation data submitted by Maintenance Center (MC), Barstow.
- 2. Separately fund special projects when appropriate, using the Screening Program Master Work Schedule Line Numbers (MWSLINS).
- 3. Identify workload requirements to the Barstow Screening Program Coordinator Semi-monthly. The back order list will be transmitted/used as a norm. Alternate methods may include FAX, E-Mail or message confirmed by telephone.
- a. Requirements will be submitted to include National Stock Number (NSN), quantity and priority as a minimum.
- b. Emergency/priority requirements will be submitted by E-mail/FAX and confirmed by telephone.
- 4. Induct items into the screening process only when Condition Code "K" assets are available in stock or under special circumstances on a case-by-case basis, such as when assigned condition code is suspect. (Induction is conducted on a pull basis from the backorder list as a norm.)
- 5. Monitor input, output. Direct retention or return to stock of all items that exceed 90 days in the maintenance cycle.
- 6. Conduct and coordinate special projects as required.
- 7. Maintain inventory accountability through records maintenance and input-output monitoring.
- 8. Review and take corrective action as necessary on the Monthly TOW Screening Program Report.
- 9. Compile and submit the "Annual TOW Screening Program Performance Report" (Enclosure 6), to the Commanding General.
- 10. Establish Annual Repair Cost Pricing Policy in conjunction with the Barstow Program Coordinator.
- 11. Annually review and establish general program priority policy.

- 12. Notify Maintenance Center (MC), Barstow Screening Program Coordinator of any E-Mail address changes required for submission of the TOW Screening Program Reports.
- 13. Prepare and maintain schedules for MPS, FMF, EEAP, Post, Camps and Stations and special projects. Provide these schedules to MC, Barstow, and FSC, Barstow in a timely manner. Prepare written documentation to push assets into the screening process for these requirements. Coordinate return of these assets, when repaired, into protected stock to prevent inappropriate issue.
- 14. Initiate review of the "program performance requirements" and Statement of Work (SOW) Document upon completion of the annual performance report.
- 15. Provide MC Barstow with level A packaging, handling, and storage requirements IAW Enclosure (9).

TOW PEI SCREENING PROGRAM PERFORMANCE REQUIREMENTS

MAINTENANCE CENTER (MC), BARSTOW:

- 1. Provide MARCORLOGBASES Albany (Code 833-4) via letter Annual Program Cost Estimates for the next fiscal year plus the four out-years on or before 01 January in the format shown in Enclosure (5).
- 2. Process items through the program in accordance with current priority policy or as otherwise directed by the Inventory Manager, Weapon System Manager or higher MCLB Albany authority.
- 3. Establish and maintain procedures for computing, recording and reporting repair costs in accordance with current pricing policy. The Monthly and Annual TOW Screening Program Reports will be used to record and report the complete repair costs (labor plus materiel).
- 4. Perform functional tests on assets received to determine condition.
- 5. Assign appropriate condition code to processed assets.
- 6. Record standard unit price (SUP) as reflected in FedLog at induction into screening. This SUP is to accompany the item throughout the screening process and reporting.
- 7. Report condition and date returned to stock for each item completed. (Use the Monthly and Annual TOW Screening Program Reports).
- 8. Perform maintenance as required through fourth echelon to include fault isolation, repair, repair parts replacement, adjustments and performance testing.
- 9. Return assets to stock in their appropriate condition within five working days of completion of work.
- 10. Perform all Depot level Marine Corps Modifications on assets received (unless otherwise directed by the Weapon System Manager or higher MCLB Albany authority).
- 11. Fabricate special test fixtures necessary for screening/verification testing of optical/electrical components.
- 12. Record each item received in the TOW Screening Program Report database upon receipt (within two days) and prior to op-check, condition evaluation, coding or repair.

- 13. Assist in coordinating movement of PEI assets to ensure that "<u>all</u>" items inducted are taken up on the warehouse records Item Locator File (ILF) in Condition Code "M" while in-process.
- 14. Record PEI's on the TOW Screening Program Report database, under the end item NSN regardless of whether work requires breakdown to components. Components of inducted End Items and SDR's will not be recorded on the report database.

15. PEI's being inducted into Screening:

- a. The AN/UAS-12 Night Sights are moved into the TOW screening process via an A5E transaction faxed off-line by the Inventory Manager to the contractor, EG&G. The POC for the off-lines is Nancy Curtis at DSN 282-6958 and FAX 282-6617. A Defense Document (DD) Form 1348-1 is generated by EG&G and a D7M will be processed by EG&G, taking the asset(s) off the inventory. When screening and/or repair is completed the asset is returned to EG&G to be processed back into the on hand inventory/stock in the assigned condition code utilizing the same document number found on the 1348-1 that inducted the gear into the screening process. A D6M will be inducted by EG&G to accomplish this. The MC, Barstow will maintain an internal tracking system to account for the Night Sights to ensure accountability.
- b. All remaining PEI's other than the Night Sights are moved into the screening process by request of the Maintenance Center (MC) based on the backorder list and/or additional requirements submitted by the Inventory Manager/WSM. The MC sends a Technical Item Change Notice (TICN Movement Sheet) requesting a specified quantity of a particular NSN to FSD. FSD processes this request, which causes the gear to move to the MC. FSD changes the c/c of the gear to c/c M on the Item Locator File (ILF), indicating the gear has moved to the MC. When the gear comes back from the MC to FSD, another TICN accompanies the gear through the QC process and then into stock. FSD again changes the c/c of the gear on the ILF from M to the new applicable c/c.
- 16. Submit Monthly TOW Screening Program Reports by the tenth of each month and include all data from the previous month through the last day of that month to include all completed and inprocess items in NSN sequence (line-by-line) for the reporting month. In-process items will be identified by blank "Date-out" and "CC out" columns. Submit an Annual Summary Report in the monthly report format. The annual report will include only completed items in NSN sequence (line-by-line). Open items will be reported as open only on the next regular monthly report, i.e., Oct. Labor, materiel and total repair cost columns will be filled in for completed items on both the monthly and annual reports. Submit the Annual Summary Report to the Weapon System Manager on or before 15 November.

- 17. The Monthly TOW Screening Program Reports will include the following:
 - a. Items completed
 - b. Items In-process
 - c. a and b above will be in receipt NSN sequence
 - d. Each line item will be identified with an "ID Text" code to allow automated sorting and to provide easy visibility for management control of special projects requirements and recurring demand items as opposed to regular screening items in accordance with enclosures (1) and (8).
- 18. Submit Monthly TOW Screening Program Reports via Electronic Mail to address: "Vickie Barfield-Yarber", Bob Walthall, Joan Folsom, and Sgt Chris Niemas Code 833-4.

(NOTE: MARCORSYSCOM, Albany, Code 833-4 will advise of any address changes).

- 19. Provide cost estimates for special projects upon request by the Weapon System Manager.
- 20. Perform special projects work upon request from the Weapon System Manager.
- 21. Maintain complete fund accounting in accordance with current regulations and the procedures provided in this Statement of Work (SOW).
- 22. Maintain complete inventory accounting of in-process assets from receipt through turn-in acceptance. All historical files related to the TOW Screening Program will be maintained accessible to review/audit for seven years.
- 23. In the event a PEI is found to be condition code "G", after screening is complete, the shop planner will annotate the shortages, by NSN and nomenclature, on the Technical Item Change Notice (TICN) and provide a copy of the TICN via FAX to MARCORLOGBASES, Albany Code 833-4, (FAX DSN 567-6031, COMM (229) 639-6031) Attn: Joan Folsom, at the time the asset is moved back to stock in CC "G". The only exception to this are the AN/UAS-12 Night Sights that are warehoused and shipped by the contractor, EG&G. Shortages for the Night Sights will be recorded in block 27 of the DD form 1348.
- 24. Coordinate MPS, FMF, and EEAP requirements with the Inventory Manager to ensure assets are in-process in ample time to meet repair cycle time requirements and to avoid duplications. MPS, FMF, AND EEAP Required Delivery Dates (RDD's) will be met.

- 25. In-process time will not exceed 45 days as a norm. Inventory Manager will monitor and direct retention or return to stock after 90 days. Action directed will be contingent upon circumstances.
- 26. Update the TOW Screening Program Report database within two working days after each item is completed.
- 27. Close out both PEI and SDR Master Work Schedule Line item numbers that provide program funding, prior to submission of the annual report (15 November). Non-closure will not be cause for delay of the annual report.
- 28. Provide 100 percent initial operability warranty to every item repaired. Initial operability failures will be repaired at no cost to the customer or Screening Program funding.
- 29. Compliance with Department of Defense (DoD) 5100.76-M, "Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives" and Marine Corps Order (MCO) 4340.1A with Change 1, "Reporting of Missing, Lost, Stolen, or Recovered (MLSR) Government Property" is mandatory.
- 30. Compliance with "Packaging, Handling, Storage and Transportation (PHS&T).
 - a. MC, Barstow shall be responsible for preservation and packaging of the items on Enclosure (9) repaired under the terms of this statement of work. Items scheduled for long-term storage shall be in accordance with the level A requirements. Items scheduled for short-term storage shall be to level B requirements. (NOTE-The requirement for level A pack shall be specified by the Weapon System Manager). Special Packaging Instructions (SPI) may be obtained from Materiel Management Division, Attn: Logistics Support Section (822-1), Suite 20320, 814 Radford Boulevard, Albany, Georgia 31704-0320, telephone-Commercial (229) 639-6786 or DSN 567-6786. Copies of Military Standards and Specifications are available from the DoD Single Stock Point, *Document Automation and Production Service*, *Building 4/D*, 700 Robbins Avenue, Philadelphia, PA 19111-5094, telephone-Commercial (215) 697-2179 or DSN 442-2179 or http://dodssp.daps.mil.
 - b. Marking for shipment and storage shall be in accordance with MIL-STD-129.
- 31. Repair costs for PEI's will not exceed 65% of Standard Unit Price (SUP) (Fed Log) without prior approval of the WSEM.

UNITED STATES MARINE CORPS Maintenance Center Barstow Marine Corps Logistics Base Barstow, CA 92311-5015

4400 B884 23 March 2001

From: Commander, Maintenance Center Barstow, Code B884, Marine Corps Logistics Base, Barstow, CA

92311-5015

To: Commander, Maintenance Center Albany, Code 880 & 889, Marine Corps Logistics Base,

Albany, GA

Subj: TOW Screening Program Budget for FY's 02 through 04

- 1. As required by Statement of Work, the following annual Program Cost Estimate for FY's 02 through 04 is submitted.
 - a. ANNUAL BREAKOUT:

<u>ITEM</u>	YEAR	QTR
TOW (PEI)	\$1,565,676	\$ 391,419
TOW NIGHT SIGHTS (PEI)	<u>\$ 175,900</u>	<u>\$ 43,975</u>
TOTAL PEI'S	\$1,741,576	\$ 435,394
TOW (SDR)	\$ 829,100	\$ 207,275

b. QUARTERLY REQUIREMENTS BREAKOUT:

YEAR	QTR
\$1,741,576	\$ 435,394
\$ 829,100	\$ 207,275
	\$ 642,919
\$2,096,464	\$ 524,116
<u>\$ 997,004</u>	<u>\$ 249,251</u>
\$3,093,468	\$ 773,367
\$2,222,252	\$ 555,563
<u>\$1,056,824</u>	<u>\$ 264,206</u>
\$3,279,076	\$ 819,769
	\$1,741,576 \$ 829,100 \$2,096,464 \$ 997,004 \$3,093,468 \$2,222,252 \$1,056,824

2.	Point of contact for this program is Ed Armstrong for technical assistance, DSN 282-7298; for financial assistance, Jody Enriquez, DSN 282-7509. The datafax number for this Business Center is DSN 282-7508.
	EDWARD ARMSTRONG Screening Program Manager

ANNUAL TOW/DRAGON SCREENING PROGRAM PERFORMANCE REPORT (EXAMPLE)

PERIOD COVERED	OCT 97 SEP 98	OCT 98 SEP 99
FERIOD COVERED	OCT 97 SEF 96	OCT 98 SEF 99
LINES PROCESSED	1210	1042
	.2.0	
LINES IN PROCESS	0	0
	-	
INVESTMENT	\$2,460,777.00	\$3,683,504.00
REPAIR COST SAVINGS	\$4,669.095.11	\$10,115,998.85
	·	· ·
ACQUISITION COST	\$984,337.16	\$2,460,229.26
SAVINGS	·	· · · · · · · · · · · · · · · · · · ·
TRANSPORTATION COST	\$69,104.00	\$90,961.40
SAVINGS	·	•
TOTAL SAVINGS	\$5,722,536.27	\$12,667,189.51
WHOLESALE		
TOTAL SAVINGS	\$1,316,183.34	\$3,926,828.75
RETAIL		
RETURN ON INVESTMENT	233%	343%
ROI %		
RETURNED TO A CONDITION	88%	88%
STOCK PERCENTAGE		
RETURNED TO F CONDITION	12%	12%
STOCK PERCENTAGE		
MPS FILL RATE	100%	100%
PROGRAM COST SAVINGS	\$55,681,547.37	\$68,348,736.88
FROM INITIATION		· ·
WHOLESALE		
PROGRAM COST SAVINGS	\$11,379,690.17	\$15,306,518.92
FROM INITIATION		• •
RETAIL		

Note: FY-01 PRICE FOR TOW/DRAGON SDR'S IS 20% OF SUP.

TOW

RECURRING DEMAND ITEMS (RDI'S)

PRINCIPLE END ITEMS

<u>CODE</u>	NSN	NOMEN	QTR RQMT	<u>ERQ</u>
XN	5855-01-301-0158	<i>AN/UAS-12C HYBRID TOW NVS E0330</i>	10	
XN	5855-01-212-4997	<i>AN/UAS-12C/MULE NVS</i> <i>E0325</i>	5	

ENCLOSURE (7)

APPENDIX A (PACKAGING DATA)

The below list consists of the Principle End Items for the TOW Weapon System.

REPORTS

MARCORLOGBASES ALBANY	$\underline{\text{REF}}$	BY DATE
(CODE 833-4)		
ANNUAL SCREENING PROGRAM	ENCL (6)	30 JAN
PERFORMANCE REPORT	- (-)	

MAINTENANCE CENTER, BARSTOW

ANNUAL PROGRAM COST ESTIMATES	ENCL (5)	1 JAN
ANNUAL SCREENING PROGRAM REPORT	ENCL(1)	15 NOV
MONTHLY SCREENING PROGRAM REPORT	ENCL(1)	10TH OF MONTH
CONDITION CODE "G" RETURNS	TICN	AS OCCURS

REPORT CODES

Codes relate to Column A of the annual and monthly reports "ID Text": consists of two digits "alpha-alpha" and is used to classify materiel. Also reflected in Enclosure (1).

First Digit	Second Digit
X=Recurring Demand Item (RDI)	T=TOW
P=Special Project	N=Night Vision Equip Set
S=Screening	O=Other
H=Hot Requirement (Pri 02 or above submitted	
off-line)	

ENCLOSURE (8)